



**UNIVERSITY OF CALGARY**  
FACULTY OF VETERINARY MEDICINE

## Class of 2025

Application Manual  
University of Calgary's Doctor of Veterinary  
Medicine (DVM) program.

**\*\*Application Deadline: November 27, 2020\*\***

Please be aware that some versions of Internet Explorer do not fully support the web application or allow the user to upload supporting documents into the Student Centre. Google Chrome or Firefox are the preferred browsers to use.

**UCVM Admissions Office**  
**TRW 2D03, 3280 Hospital Drive NW**  
**Calgary, AB T2N 4Z6**

**Telephone: 403.220.8699**  
**Facsimile: 403.210.8121**  
**Email: [vet.admissions@ucalgary.ca](mailto:vet.admissions@ucalgary.ca)**

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## 1. About the Doctor of Veterinary Medicine (DVM) program

The University of Calgary, Faculty of Veterinary Medicine (UCVM) is internationally recognized for its innovative curriculum and community-based clinical education model. Students graduate from the Doctor of Veterinary Medicine program with the skills and knowledge to perform all procedures common to general veterinary practice – from the family cat and dog to livestock and horses.

The DVM program is accredited by the AVMA-CVMA (American and Canadian Veterinary Medical Associations) Council on Education and is based on an integrated core-elective model. The core program provides a comprehensive general veterinary education covering all the major domestic species, including food producing animals, equine and companion animals, and the major exotic species. The elective programs cover all areas of general veterinary practice and provide enhanced opportunities in four Areas of Emphasis:

- **Production Animal Health:** population and individual animal health of all food and other production animal species; educating veterinarians to meet the needs of the livestock industry and rural Alberta.
- **Ecosystem and Public Health:** animal and public health at the interface of domestic animals, wildlife, humans and the environment; educating veterinarians to meet the needs of society through public and private practice in areas related to public health, food safety, environmental and agricultural interfaces, wildlife/conservation/zoo medicine and health.
- **Equine Health:** population and individual care of horses; educating veterinarians to meet the needs of the horse industry, horse owners, and rural Alberta.
- **Investigative Medicine:** comparative medicine and biomedical research; encouraging students to pursue careers advancing animal and human health through research (basic, clinical, applied, or population health).

The DVM program is delivered over four calendar years and includes 9 semesters of instruction. The first three years are each two semesters in length and follow the University academic calendar. These semesters include both on-campus and off-campus learning experiences. A number of extracurricular learning activities are also available. The fourth year is the equivalent of three semesters – 40 weeks of practicum rotation experiences, plus two weeks for assessment, delivered over a full calendar year. Through our Distributed Veterinary Learning Community (DVLC) students will gain valuable hands-on clinical, diagnostic and professional experience in the fourth year of the program. The DVLC is comprised of private and public practices, non-government organizations, federal and provincial agencies and other animal industry partners who work with UCVM faculty to provide an exciting collaborative environment and outstanding learning opportunities for our DVM students.

## Overview – four years at UCVM

**Year One** – Students are introduced to veterinary medicine through a wide range of foundational courses. Hands-on skills are learned early in the program and practical experiences are gained during field trips involving various animal industries.

**Year Two** – Students build on the fundamentals learned in year one, and begin to gain a more detailed understanding of diagnosis of disease. Electives are offered in our four “Areas of Emphasis” and field courses provide practical experiences.

**Year Three** – Along with advanced course work, students expand their hands-on training with an emphasis on surgical skills and treatment techniques. Field course experiences round out the students’ training in the four “Areas of Emphasis”.

**Year Four** – Over the 40-week final year program, students gain practical hands-on experience in a variety of veterinary clinics and settings across Alberta and around the world.

The first three years of the DVM program are delivered predominantly at the Foothills and Spy Hill Campuses, with students spending approximately 50% of their time at each site. Students are responsible for their own travel between sites, with classes scheduled with full day activities at one or the other location. During the final year of the DVM program, students complete their practicum rotations on and off campus. Many practicum rotations occur off campus in our partners’ private veterinary practices that constitute the Faculty of Veterinary Medicine’s Distributed Veterinary Teaching Hospital (DVTH), and at other institutional and private partner settings, also part of the DVLC. Many of these off-campus sites are within a 90-minute drive of Calgary; the others are distributed across Alberta and beyond, including international sites.

The Faculty of Veterinary Medicine accepts approximately 50 students per year. Students **must** be Alberta residents, as defined by the Province of Alberta. The Admissions Committee recommends students for admission to the program on the basis of academic and non-academic attributes. Students are assessed academically on performance in their last 4 full-time undergraduate terms and in ten required courses (see admission requirements below). Selected applicants will be invited for an interview at which time non-academic factors are assessed. During the interview, applicants are required to compose an on-site essay and participate in a series of interviews and other activities. Interviews will normally take place on a Saturday in March at the Foothills Medical Campus in Calgary.

Consistent with UCVM's mandate, preference will be given to applicants who demonstrate attributes compatible with successful careers in veterinary practice that support rural development and sustainability, and for careers related to our areas of emphasis. While no specific animal or veterinary-related experience is required, such experience is an asset. Understanding of the veterinary profession and animal industries relevant to the applicant's career interests is expected. This can be obtained through practical experiences or through other means.

As a part of UCVM's mandate to support rural sustainability in Alberta and to provide practice experience in the rural mixed practice environment, the final year of the DVM program involves practicum rotations across Alberta at regional centers and rural sites.

Our distributed teaching hospital includes sites such as Brooks, Oyen, Peace River and Pincher Creek. Students should be prepared to participate in 8 weeks of mandatory clinical experience outside the cities of Calgary and Edmonton. Having your own transportation is a must.

- To find more information you can visit the University of Calgary Calendar: [Click Here](#)

## **2. Admission Requirements**

The Faculty of Veterinary Medicine considers applicants from a variety of educational backgrounds. No preference is given to any particular program, college or university. However, The Faculty of Veterinary Medicine does not normally accept applications from students who have withdrawn, who have been required to withdraw, or who have been expelled from any school or college of veterinary medicine.

In selecting students, UCVM is committed to an equitable, diverse, and inclusive admissions process free from discrimination and bias. UCVM is committed to removing barriers that have been, and continue to be, encountered by equity seeking groups, including but not limited to sex and gender, Indigenous peoples, visible/racialized minorities, persons with disabilities, and LGBTQ+.

Physical and learning disabilities must not prevent the applicant, upon graduation, from demonstrating competency in the skills and procedures expected of an individual who has completed a DVM degree in an accredited institution.

### **2.1 Alberta Residency Requirements**

To be eligible for admission, you must be an Alberta resident, as defined by the Province of Alberta at the time of application (November 27, 2020). As such, you must be a Canadian citizen, permanent resident or have protected person status under Canada's Immigration and Refugee Protection Act. Criteria are outlined in the Alberta Government Guidelines (within the *Student Financial Assistance Regulation*) and are used to determine residency status. The Alberta Government's Guidelines for residency requirements are detailed in the bullet points below. Alternatively they can be accessed directly on the Alberta Government website (<http://studentaid.alberta.ca/before-you-apply/eligibility/>).

To determine your residency, you first need to know if you are considered a "dependent" or an "independent" student.

#### **Independent student (one or more of the following applies to you):**

- 23 years of age or older,
- have been out of high school for at least 4 years,
- have been available for full time work for at least two years since leaving high school,
- are married or common law,
- are divorced, separated, or widowed,

- have at least one dependent child of your own.

#### **Definition of residency for “Independent students”**

- Alberta is the province in which you have most recently lived for TWELVE (12) consecutive months while not a full time post-secondary student, **or**
- You have never lived in any other Canadian province for TWELVE (12) consecutive months and are attending a post-secondary school in Alberta.

If you do not meet at least one of the criteria for being an independent student, you would be considered a “dependent” student.

#### **Definition of residency for “Dependent students”**

- At least ONE (1) of your parents must live in Alberta.

For admission to Veterinary Medicine, the Province of Alberta determines residency as follows:

a) The Residence of an applicant remains that of his/her parent(s) unless a new Residence has been established in accordance with clause (b);

b) The Residence of an applicant shall be considered to be Alberta, if the applicant has last resided in Alberta for a period of twelve consecutive months (excluding any period during which the applicant was attending a college or university);

c) A Canadian citizen who is resident outside of Canada and intends to re-establish residence in Canada shall be considered a resident of the province or territory of Canada where he/she last resided for a period of twelve consecutive months before leaving Canada; and

d) A person who is a permanent resident as defined in the Immigration Act (Canada) shall not be considered to be a resident of Alberta of Canada unless you fall under clause (b)

Proof of Alberta residency (two currently valid government-issued documents) will be required with your application. If you have any questions regarding your residency status, please contact the UCVM Admissions Office at [vet.admissions@ucalgary.ca](mailto:vet.admissions@ucalgary.ca).

#### **Indigenous Residency**

If you self-identified as Indigenous (First Nations, Métis, or Inuit), Alberta residency requirements do not apply. We will consider all Indigenous applicants from across Canada who meet our academic requirements. Proof of Indigenous status will need to be provided.

In recognition that academic barriers may have been encountered by indigenous applicants, an opportunity is provided in the program specific questions section of the application to expand on these circumstances.

The following link provides examples of documents that will be accepted as proof of Indigenous status:

[https://www.ucalgary.ca/futurestudents/undergraduate/indigenous/admissions\\_process\\_documents](https://www.ucalgary.ca/futurestudents/undergraduate/indigenous/admissions_process_documents)

## 2.2 Minimum Academic Requirements

Normally, minimum academic requirements from undergraduate studies to receive consideration for admission are as follows:

**2.2.1 - 4 most recent full-time semesters:** A minimum combined grade point average (GPA) of 3.0 ("B" or its equivalent) over the last four full-time terms of undergraduate academic years, as defined below.

- You must have completed or be in the process of completing four or more terms (semesters) of full time post-secondary undergraduate education at a recognized university or at a college providing university-equivalency in coursework. UCVM defines a “full time” term as a minimum of **FOUR** (4) ‘first-attempt’ courses per term (semester), taken between the months of September – December (Fall term) and January – April (Winter term) for a total of 16 half-course equivalents. The third and/or fourth term(s) may be in progress at the time of application, but at least four terms of undergraduate education must be completed by the end of the Winter term preceding admission (i.e. April 30, 2021).
- For applicants currently enrolled in full time studies, the combined GPA of the most recent **THREE** (3) full time undergraduate terms as of December 31, 2020 will be used to calculate GPA for interview eligibility and selection.
- For applicants currently enrolled in full time studies, the combined GPA of the most recent **FOUR** (4) full time undergraduate terms as of April 30, 2021 will be used to calculate GPA for admission purposes.
- For applicants who have already completed all of their studies (i.e. an undergraduate degree has been completed and the applicant is no longer a full time student), the most recent **FOUR** (4) full time undergraduate terms will be used to calculate GPA for both interview and admission purposes.
- Applicants may use the average GPA of all courses from the most recent graduate program to count towards their most recent full-time term, provided that the graduate degree will be completed in the year of application prior to registration in the DVM program.

Using grades/credit received (CR) from the Winter 2020 semester:

- To use grades achieved in the Winter 2020 semester towards your GPA calculation, a percentage or letter grade must be showing for each full-semester/full-credit course on your official transcript. In the event that one or all courses are showing as, ‘credit received’ (CR); the admissions office will still recognize the semester, however, a grade will not be used in your GPA calculation and you will receive credit towards the semester as one of your most recent full-time semesters, providing all of the other criteria are met.

**2.2.2 - 10 Required Courses:** A minimum overall cumulative average of 3.0 ("B" or its equivalent) with a passing grade in each of the following required courses. Once this requirement has been met, the average GPA from the required courses will not be used further in the admissions process.

<b>Required Undergraduate Course</b>	<b>**University of Calgary Equivalent Course</b>
TWO (2) introductory <b>Biology</b> courses (a lab component is required for each course)	BIOL 241 and BIOL 243
TWO (2) introductory <b>Chemistry</b> courses (a lab component is required for each course)	CHEM 201 and CHEM 203
ONE (1) introductory <b>English</b> course (must contain a writing component)	ENGL 251
ONE (1) introductory <b>Organic Chemistry</b> course (a lab component is required)	CHEM 351
ONE (1) introductory <b>Statistics</b> course	STAT 205
ONE (1) introductory <b>Biochemistry</b> course (a lab component is optional)	BCEM 341 or BCEM 393
ONE (1) introductory <b>Genetics</b> course (a lab component is optional)	BIOL 311
ONE (1) introductory <b>Ecology</b> course (a lab component is optional)	BIOL 313

\*\*The University of Calgary courses shown in the table (above) serve as examples of the required courses against which courses from other universities are compared for equivalency. Equivalent courses to each of these suggested courses are obtainable from many, but not all, post-secondary institutions in Alberta. Please refer to the Alberta Transfer Guide website (<http://acat.gov.ab.ca>) or our UCVM Admissions website ([www.vet.ucalgary.ca/dvmprogram](http://www.vet.ucalgary.ca/dvmprogram)) to determine if your courses have been established as being equivalent. The UCVM Admissions committee recommends that you contact the academic program counsellor at your post-secondary institution to ensure that you have all of the required equivalent courses. Online or distance-learning courses may be used, but they **MUST** be completed within a four-month period similar to courses taken at other institutions. Documentation to support this (i.e. start and end dates) will need to be provided, if requested.

Albertans who are enrolled at post-secondary institutions outside of Alberta should consult with the academic program counsellor for their program of study to identify 10 equivalent courses. **These courses will require review by the UCVM Admissions committee to determine their acceptability, and will normally only be reviewed after an application for admission has been received by the UCVM Admissions Office.** For any course in question, please send a copy of the course syllabus and the university's Calendar description to [vet.admissions@ucalgary.ca](mailto:vet.admissions@ucalgary.ca) after you have submitted your application. The UCVM Admissions committee may request additional documentation. If you have questions regarding the suitability of the program in which you are currently enrolled, you should contact the UCVM Admissions Office.

The UCVM Admissions committee advises Albertans who are studying abroad to complete at least one full-time year of study at an Alberta university or college, or to be prepared to supply additional independent information for the purpose of grade comparison. If you have studied outside of North America, additional independent information is required for the purpose of grade comparison. World Educational Services (WES - <http://www.wes.org/ca>) will provide these services for a fee at your cost. You must ensure enough time is allowed for UCVM Admissions Office to receive the information and to meet our stated deadlines.

### **Introductory Biology – BIOL 241 H(3-3) - Energy Flow in Biological Systems**

An introduction to the energetics of life from molecules through ecosystems. Topics include: energy in biological systems; how different organisms obtain, store and use energy; energy budgets of organisms; and energy flow through cells and ecosystems.

### **Introductory Biology – BIOL 243 H(3-3) - DNA, Inheritance and Evolution**

An introduction to central concepts in evolution and DNA as a vehicle for inheritance of genetic information. Topics include: the nature of genetic information and inheritance including transcription, translation and replication; natural selection and speciation; origin and history of biodiversity.

### **Introductory Chemistry – CHEM 201 H(3-.75T-3/2) - General Chemistry: Structure and Bonding**

An introduction to university chemistry from theoretical and practical perspectives, that focuses on an exploration of fundamental links between electronic structure, chemical bonding, molecular structure and the interactions of molecules using inorganic and organic examples.

### **Introductory Chemistry – CHEM 203 H(3-.75-3/2) - General Chemistry: Change and Equilibrium**

An introduction to university chemistry from theoretical and practical perspectives that focuses on an exploration of fundamental links between kinetics, equilibria and thermodynamics and explores acidity/basicity and redox behaviour using inorganic and organic examples.

### **English – ENGL 251 H(3.0) – Literature and Society**

An examination of the relationship of literature to the world around us, with instruction in close reading and critical writing. Considers how literature as a cultural practice responds to and reflects its social context. Includes the study of at least one text by an Indigenous author.

### **Organic Chemistry – CHEM 351 H(3-1T-3) - Organic Chemistry I**

An introduction to Organic Chemistry from a mechanistic perspective. Structure, bonding, and function, e.g. physical properties and reactivity. Stereochemistry, kinetics and thermodynamics, spectroscopy (nuclear magnetic resonance, infrared, ultra-violet/visible, and mass spectrometric techniques). Substitution and elimination reactions of saturated functional groups – the chemistry of alkanes, alkyl halides, alcohols and their derivatives. Laboratory: Practical techniques.

### **Statistics – STAT 205 H(3-1T) - Introduction to Statistical Inquiry**

The systematic progression of statistical principles needed to conduct a statistical investigation culminating in parameter estimation, hypothesis testing, statistical modelling, and design of experiments.

### **Biochemistry – BCEM 393 H(3-3/2) - Intro to Biochemistry**

The structure and function of carbohydrates, amino acids, proteins, lipids, coenzymes and enzymes will be presented, along with an introduction to metabolism and energy transduction. Laboratory: Overview of current biochemical techniques for studying proteins, enzymes and metabolic pathways.

### **Introductory Genetics – BIOL 311 H(3-3) - Principle of Genetics**

Topics will include Mendelian inheritance, allelic relationships, genetic linkage, sex linkage, changes in chromosome structure, segregation and recombination, epistasis, molecular genetics, genetics of bacteria and viruses, gene fine structure, gene function, complementation, bioinformatics and regulation of gene expression. Several selected organisms will be used in the laboratories to illustrate pertinent genetic principles.

### **Introductory Ecology – BIOL 313 H(3-3) - An Introduction to Ecology and Evolution**

The ecological principles, theories and interactions of organisms at individual, population, community and ecosystem levels will be explored. Ecological principles will be applied to examine current issues involving conservation of species, habitats, biodiversity and ecosystem function.

## **10 Required Courses – GPA Calculation**

- You must have completed or be in the process of completing the **TEN** (10) required courses (listed above) with at least **SEVEN** (7) of the TEN (10) required courses being completed before December 31, 2020. All courses (including in-progress, online or distance learning courses) must be completed by the end of the Winter term preceding admission (April 30, 2021). No exceptions will be made.
- A required course **MAY NOT** be repeated more than once to be considered. Grades achieved in a course or its equivalent completed three or more times will not be considered. We only allow **four** (4) of the **ten** (10) required courses to be repeated and will calculate and use the **first** four (4) repeated chronologically. If a required course is repeated, the higher of the two grades will be used to determine your overall 10-course GPA.
- Courses that are being repeated **MAY NOT** be used to make up a full time semester. For our purposes, a “full time semester” must have a minimum of **FOUR** (4) courses that are being taken for the first time. A grade that is achieved from a repeat attempt on a course cannot be used for calculation of the four-term GPA.
  - I.e. A full time semester could be made up of five courses, with **FOUR** ‘first-attempt’ courses and **ONE** repeat of one of the ten required courses. In this situation, the grades for the four ‘new’ courses would be used for calculation of the 4-term GPA and the repeat attempt on the required course would be used towards calculation of the 10-course GPA for eligibility purposes.
  - I.e. A full time semester can **NOT** be made up of four courses, with **THREE** ‘first-attempt’ courses and **ONE** repeat of one of the ten required courses. Since a repeat course grade cannot be used towards calculation of the 4-term GPA, this semester would be seen as only having three courses and would therefore not be considered as a full time semester for our purposes.
- Courses that were completed more than **TEN** (10) years prior to the application date **WILL NOT** normally be considered in the admissions process. Rare exceptions may be made for applicants who have continued to work or study in a health sciences-related field following completion of an undergraduate degree. If you have not continued to study or work in a health-science related field, any required courses that are more than

ten years old must be repeated. In this instance, the outdated course(s) will no longer be considered as the “first” attempt(s).

Using ‘Credit Received’ (CR) towards the ten (10) required courses:

- For any of the ten (10) required course(s) receiving a ‘CR’ in placement of a letter or percentage grade from the Winter 2020 semester will be used towards the ten (10) required course GPA calculation. The minimum 3.0 GPA requirement will be calculated using the remaining ten required course grades showing on the official transcript.
- Repeated required courses taken in the Winter 2020 semester showing ‘Credit Received’ (CR), will be honored as the repeat course. A required course MAY NOT be repeated more than once to be considered.

## **2.3 English Language Proficiency**

English is the official language of instruction at the University of Calgary. All applicants must demonstrate English language proficiency to be considered for admission. For all applicants for whom English is not their first language. English language proficiency can be demonstrated in one of the following ways:

**2.3.1** - Completion of at least TWO (2) full years within a degree program offered by an accredited university in a country which the University of Calgary recognizes as English language proficiency exempt.

**2.3.2** - A score of 100 with a minimum score of 27 in each sub-score on the [TOEFL iBT](#) (Test of English as a Foreign Language); OR

**2.3.3** - A minimum score of 8.0 with no bands below a 7.0 on the [IELTS Academic](#) (International English Language Testing System).

Normally, students will only be admissible if the English Language Proficiency requirement have been satisfied. The Registrar has the authority to use discretion in exceptional circumstances. Students must meet English Language proficiency requirements in addition to meeting the English subject admission requirement for the DVM program.

## **3. How to apply**

The UCVM Admissions policy is reviewed annually and requirements from previous years may not apply. **Because of the competitive nature of the selection procedures, deadlines are strictly enforced. All relevant documentation must be provided by the specified deadlines. Incomplete applications will not be considered.** Please follow the instructions carefully.

A complete application consists of:

- The completed application form,
- The application fee,
- Post-secondary transcripts submitted by the appropriate academic institutions,

- Proof of Alberta residency documents. In the form of a current Alberta Driver’s License, or Alberta Identification Card, **and** a valid Alberta Health Care card, both are required,
- Signed Declaration

The application form can be found on the UCVM website (<http://vet.ucalgary.ca/dvmapplication>). The application form has interactive fields that you must complete. The application form does not need to be completed in one sitting, but there is a 30-minute time limit once you are logged into the system. If you time-out, you will need to sign back in order to continue so remember to **save the application form frequently while you are completing it**. Information that has been entered but not saved will be lost if you exit the system.

Once the form has been completed to your satisfaction, save your application and click “submit”. You will be unable to edit your application once you have submitted it. If changes are required, please email [vet.admissions@ucalgary.ca](mailto:vet.admissions@ucalgary.ca).

**\*\*Applications and supporting documents are only used for the current application cycle.** A new, complete application will be required for any future applications. As the applicant, it is your responsibility to ensure that the UCVM Admissions Office receives all of the required documents by the stated deadlines.

Your Alberta Student Number (ASN) is required to permit access for the electronic transfer of your post-secondary transcripts from participating institutions. If you do not know your ASN, please check the [Alberta Government Learner Registry \(https://extranetapp.learning.gov.ab.ca/learnerRegistry/forms\)](https://extranetapp.learning.gov.ab.ca/learnerRegistry/forms).

Throughout the process, you can check on the status of your application by logging into your Student Centre. You can access your Student Centre through the “My U of C” portal on the UCVM webpage ([www.vet.ucalgary.ca](http://www.vet.ucalgary.ca)). Once you log in, scroll to the bottom of the page to see the information that pertains to your application. Help is available at [www.vet.ucalgary.ca/applicationhelp](http://www.vet.ucalgary.ca/applicationhelp). Check your Student Centre for updates regarding your application and any outstanding documents.

**If you are invited for an interview, you will be required to provide THREE (3) references.** At that time, we will provide you with the reference forms and instructions regarding their completion. Referees must include an instructor at a post-secondary institution, a supervisor from a work/volunteer setting and a personal reference who is a non-relative. We do not require that reference forms be submitted as part of the initial application.

## **Important Dates and Deadlines**

<p><b>Thursday, October 1, 2020</b></p>	<p>Application cycle for the UCVM Class of 2025 will open.</p>
<p><b>Friday, November 27, 2020</b></p>	<p>Application deadline. <b>No extensions will be granted FOR ANY REASON.</b></p>

<b>Friday January 15, 2021</b>	Deadline to receive transcripts from Fall 2020 semester.
<b>January – February 2021</b>	Evaluation of applications.
<b>Friday February 26, 2021</b>	Interview (MMI) invitations sent out on or before via email.
<b>Tuesday, March 2, 2021</b>	Invited interview applicants, to write CASPer test.
<b>Saturday, March 13th, 2021</b>  <b>CANCELLED</b>	<b>CANCELLED</b> - Interview day – Multiple Mini-Interview and essay.  *Changes <u>due to COVID-19</u> may occur. Applicants invited to participate in the MMI will be notified if necessary.
<b>March – April 2021</b>	Evaluation of data by Admissions Committee
<b>May 2021</b>	Evaluation of completed reference forms.
<b>Friday May 14, 2021</b>	Deadline to receive transcripts from Winter 2021 semester.
<b>First week of June 2021</b>	Approval of invitation list for Class of 2025.
<b>Second week of June 2021 (approximate)</b>	Initial offers of admission made to successful applicants.

<p><b>Third week of June 2021 (approximate)</b></p>	<p>Deadline for responding to initial offers of admission. First waitlist offers sent out.</p>
<p><b>Fall 2021</b></p>	<p>Application and Applicant Manual will be available for the 2021/2022 application cycle.</p>

**November 27, 2020: Application Deadline**

It is your responsibility to complete the required application package and submit it to UCVM Admissions Office with all necessary documentation by the application deadline. Please be aware that some versions of Internet Explorer do not fully support the web application or allow the user to upload documents into the Student Centre. Google Chrome or Firefox are the preferred browsers to use.

**January 15, 2021: Transcript Deadline**

You must ensure that the official transcripts arrive at the UCVM Admissions Office (address below) postmarked on or before January 15, 2021. The transcripts must include all courses taken up to and including the Fall 2020 term. If you have entered your Alberta Student Number (ASN), transcripts for **participating institutions** will be sent automatically to the UCVM Admissions Office and no other action is required on your part.

If you do not have an ASN, if you attended institutions that are not included in the program, or if the institutions are located outside of Alberta, **you will need to arrange to have Official Transcripts sent directly to the UCVM Admissions Office.** Official transcripts are required for each post-secondary institution (college, university or technical school) attended.

UCVM will accept equivalent IB or AP courses and will convert the grade achieved into a 4.0 grade for GPA calculation purposes. To do this, **an official copy of your IB/AP transcript is required in addition to your other official transcripts.**

**AP & IB Transcripts** – We cannot access grades or official transcripts through our APAS system at the University of Calgary. You will need to provide an official transcript from the AP/IB office for your application to be considered, **each time you apply.**

For transcripts to be considered official they must be sent directly from the Registrar’s Office of the post-secondary institution to the UCVM Admissions Office and they must be imprinted with the school’s seal and/or bear the appropriate signature. Transcripts may be submitted before submission of your application. Please contact the UCVM Admissions Office if alternative arrangements need to be made.

Arrange to have official transcripts sent to:

**“Transcripts”  
UCVM Admissions Office  
TRW 2D03, 3280 Hospital Drive NW  
Calgary, AB  
T2N 4Z6**

### **March 2<sup>nd</sup>, 2021: CASPer Test – Only for applicants invited for an interview**

**All applicants invited for an interview will be required to write the CASPer test.**

#### **COVID-19 Update:**

\*Due to the COVID-19 pandemic, it is very possible that we will not be able to host our in-person interviews held at the University of Calgary. We have arranged with the Altus Assessment group to use the CASPer tool as part of this admission cycle.

**CASPer - Computer Based Assessment for Sampling Personal Characteristics (CASPer™)**

#### **About CASPer**

CASPer is an online situational judgement test used to assess non-academic competencies of applicants applying to professional academic programs. Characteristics such as ethics, resiliency, empathy, communication and collaboration.

**In the event you are required to write the CASPer test. You will be responsible for:**

- a) Registration at <https://takecasper.com/>
- b) Payment of the test - \$52.00 + G.S.T
- c) Signing up for the listed test date: Tuesday, March 2, 2021

### **March 13<sup>th</sup>, 2021: Interview Day - CANCELLED**

Invitations for interviews will be sent by email on or before February 26, 2021. Make sure you update your contact information in your Student Centre so we are able to contact you. You will have until the given deadline in your invitation to accept, which you can do by email. **Interviews will take place on Saturday, March 13<sup>th</sup>, 2021 in Calgary.**

**\*\*Applicants will be notified if the MMI's are cancelled for any reason.**

### **May 14, 2021: Final Transcript Deadline**

If necessary, you must ensure that the official transcripts from the Winter 2021 term arrive at the UCVM Admissions Office postmarked on or **before May 14, 2021**. If you were not taking any courses in the Winter 2021 term, you do not need to resubmit new transcripts. Offers of admission will be conditional on receipt of final transcripts by May 14, 2021. If you have entered your Alberta Student

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Number (ASN), transcripts for **participating institutions** will be sent automatically to the UCVM Admissions Office. If verification is not possible, you must notify the UCVM Admissions Office to request a deferred submission. If transcripts are not received or the UCVM Admissions committee has not approved a deferred submission, your application will not be considered further.

Offers of Admission will be sent by email in the second week of June. You will have 5 business days from the date on the letter to respond to the offer.

Letters to waitlisted applicants and applicants who are not offered admission will also be sent in the second week of June. If and when additional spaces become available, waitlisted students will be notified immediately. Please note that placements may become available throughout the summer. Make sure that your current contact information is kept up-to-date in your Student Centre in the event that we need to contact you.

#### **4. UCVM Admissions Office contact information**

**Email:** [vet.admissions@ucalgary.ca](mailto:vet.admissions@ucalgary.ca)

**Phone:** 403.220.8699

**Mailing Address:**

UCVM Admissions Office  
TRW 2D03, 3280 Hospital Drive NW  
Calgary, AB  
T2N 4Z6

**Website:** [www.vet.ucalgary.ca/dvmprogram](http://www.vet.ucalgary.ca/dvmprogram)

#### **5. Application Fees**

An application fee of \$125.00 CDN is required. Payment is accepted by credit card (Visa/ MasterCard/ American Express) and or money order only. All application fees are non-refundable.

#### **6. Program costs**

Tuition for the 2020/21 year was \$11,624.70 (reviewed annually).

General Fees for the 2020/21 year were \$1,388.75 (reviewed annually).

In addition to tuition and general fees, DVM students are charged a fee for student safety and equipment in their first year of study.

For information regarding Student Awards and Financial Aid, please see the following website: <http://www.ucalgary.ca/awards>.

#### **7. How to fill out the application form**

**\*\*Note:** not all of the “help functions” that are found in the online application form are applicable to our DVM Application. Many of the functions pertain to other University of Calgary faculties that share

a similar application template. If you have questions about your application, please contact us directly using the information provided in this manual.

### **Step 1: Create an electronic ID (eID) and open the application form**

You need to have an eID before starting the application. If you do not have an eID, you will need to create one. Once you have created your eID, proceed to the Doctor of Veterinary Medicine application. The eID and DVM application can be found at: [www.vet.ucalgary.ca/dvmapplication](http://www.vet.ucalgary.ca/dvmapplication).

Navigation of the application will be done through the tabs on the left hand side of the web page.

### **Step 2: Create a new application**

Click on the “create a new application” button. When asked to create a “new admission”, select “Fall 2021” in the dropdown menu.

### **Step 3: Complete the “Read This First” page**

This page provides a summary of important information that is relevant to applying to UCVM’s DVM program. You need to click “I have read this page” in order to proceed.

### **Step 4: Personal Information, Contact Information, Citizenship**

Please provide us with the required contact and demographic information. This includes your Alberta Student Number (ASN) and your University of Calgary ID number (UCID) if applicable. If you do not know your ASN but have attended a participating institution, you can retrieve this information from the Alberta Learners Registry:

<https://extranetapp.learning.gov.ab.ca/learnerRegistry/forms/>

**\*\*Note:** you may receive correspondence from the UCVM Admissions Office up until the first day of classes. Please keep you Student Centre updated with any changes to your contact information after you submit your application.

### **Step 5: Post-Secondary Education**

***Information from this section will be used to select applicants for an interview.***

Please list all of the post-secondary institutions you have attended, starting with the most recent. One official transcript from each post-secondary institution attended, including the University of Calgary, must be sent directly to the UCVM Admissions Office. Transcripts for courses completed before December 31, 2020 must arrive at the UCVM Admissions Office postmarked on or before January 15, 2021. If you did not provide an ASN or if you attended a post-secondary institution outside Alberta, please contact each institution that you have attended in order to ensure that they send the transcripts directly to the UCVM Admissions Office in advance of the stated deadline.

**Transcripts:**  
**UCVM Admissions Office**  
**TRW 2D03, 3280 Hospital Drive NW**  
**Calgary, AB T2N 4Z6**

You can make sure we have received your transcripts by checking their status in your Student Centre.

## **Step 6: Required Courses**

***Information from this section will be used to select applicants for an interview.***

Provide the course equivalent name and number as indicated on your transcripts, the institution at which the course was taken and the final grade for the course (HCE – half course equivalent). If the course is currently in-progress, please indicate with “IP”. To be considered, you must have completed or be in the process of completing all of the **TEN (10)** required courses, **with at least SEVEN (7) of the TEN courses being completed before December 31, 2020. All in-progress courses (including online and distance learning courses) must be completed by April 30, 2021.**

Using the table provided on the last page of this application manual, convert your course grade (e.g. alphabetic “B”, numeric “3.0” or percent “76%”) into a numeric value based on the 4.0 scale that the University of Calgary uses. These courses and grades will be cross-referenced by the UCVM Admissions Office against your official transcripts once we receive them. In the situation that your transcripts show both a percentage and a letter grade, use the percentage grade and convert it directly into the University of Calgary 4.0 scale.

**\*\*For your application to be considered, this course table must be completed in its entirety using the 4.0 scale. DO NOT fill in the table using letter grades or percentage scores.** Take the time to convert your grades into the 4.0 scale and enter them into the table. We download the numeric information that you enter into the table and use it to calculate your 10-course GPA. If we do not have numeric values from a 4.0 scale to use, we cannot calculate your 10-course GPA in order to qualify you for consideration. Incorrect or incomplete entries will not be considered.

**Required courses may not be repeated more than once for them to be considered.** We only allow four (4) of the ten (10) required courses to be repeated and will calculate and use the first four (4) repeated chronologically. If a required course is repeated, the higher of the two grades will be used to determine your overall 10-course GPA.

University of Calgary courses are provided as examples and are the courses against which required courses are assessed for equivalency/ acceptability. Equivalents to these required courses are obtainable at many post-secondary institutions in Alberta. Please refer to the Alberta Transfer Guide website ([www.acat.gov.ab.ca](http://www.acat.gov.ab.ca)) or the information on the UCVM Admissions Office website ([www.vet.ucalgary.ca/dvmprogram](http://www.vet.ucalgary.ca/dvmprogram)) to establish course equivalency. **The UCVM Admissions committee recommends that you contact the academic program counsellor at your post-secondary institution to ensure that you have the required equivalent courses prior to applying.**

If you are an Alberta resident enrolled at a post-secondary institution outside of Alberta, the UCVM Admissions committee recommends that you contact the academic program counsellor for your program of study to identify a list of TEN (10) equivalent required courses. These courses will require review by the UCVM Admissions Committee in order to determine their acceptability and will only be

reviewed upon receipt of the completed application. You **must submit** the Calendar description and the course syllabus for each course presented if it is not already established as being equivalent to one of our TEN (10) required courses.

## Step 7: Program Specific Questions

***Students requesting an exception to any aspect of the stated admission requirements must do so at the time of application by completing the following sections of the application form. Such requests will only be considered following submission of a complete application.***

7.1 Please provide information with regard to you having withdrawn, been required to withdraw, or been expelled from any **school or college of veterinary medicine**.

- You do not need to complete this section if you have withdrawn from a course during a different undergraduate degree.

7.2 In recognition that academic barriers may have been encountered by applicants. Please use this section of the application to expand on these circumstances. In addition, if you want the committee to consider any extraordinary circumstances (e.g. medical health event; residency or other commitments) that have negatively impacted your academic performance, or prevented you from meeting our stated admission requirements, provide a detailed explanation of when and how, while being very specific of which course(s) or semester(s) were affected, and send supporting documents to the UCVM Admissions Office ([vet.admissions@ucalgary.ca](mailto:vet.admissions@ucalgary.ca)). Please include steps you have taken to mitigate the impact of these events on your future full-time studies. **Any supporting documents are due on the Application Deadline: Friday, November 27, 2020.**

7.3 If any of your courses are older than 10 years, please provide a brief description of how and in what capacity you have continued to work or study in a health sciences-related field following the completion of your undergraduate degree.

7.4 Please complete this section if you have any repeat attempts on any of the required courses. This will help us to correctly identify which courses to use in our GPA calculations.

7.5 All applicants are being requested to answer the following question as part of the application process. The responses will not be used to determine your eligibility for an interview or to rank applicants for admission purposes, but rather, they will form part of our ongoing program evaluation and consideration for entrance awards. There is a **500-word** limit.

To answer the question, please describe up to 5 activities or experiences, that you feel are sufficiently important that define you as an individual. These may be employment or volunteer experiences, life experiences, awards, educational or research experiences. For each experience or activity, provide a description of the activity and explain the impact that the experience had on you. We are interested in developing a sense of who you are as a person and what you will bring to the practice of veterinary medicine.

***The information in the following sections (Steps 8-12) is not used in offering applicants interviews; however the information is used retrospectively, for awarding entrance scholarships and for UCVM to gain a better understanding of the interests, prior accomplishments, and achievements of its applicant pool. The UCVM Admissions Committee requests that you complete these sections.***

## Step 8: Voluntary Questions

The UCVM Admissions Committee is interested in your background and your career interests within veterinary medicine. Please select your primary and secondary areas of career interest according to the following categories or describe an area under “Other”. Although this information **will not be used** in offering applicants interviews or for determining admission, it may be used in offering entrance awards to successful applicants.

**Production animal health:** population and individual animal health of all food and other production animal species; educating veterinarians to meet the needs of the livestock industry and rural Alberta.

**Ecosystem and public health:** animal and public health at the interface of domestic animals, wildlife, humans and the environment; educating veterinarians to meet the needs of society through public and private practice in areas related to public health, food safety, environmental and agricultural interfaces, wildlife/conservation/zoo medicine and health.

**Equine health:** population and individual care of horses; educating veterinarians to meet the needs of the horse industry, horse owners, and rural Alberta.

**Investigative Medicine:** comparative medicine and biomedical research; encouraging students to pursue careers advancing animal and human health through research (basic, clinical, applied, or population health).

**Small or Companion Animal:** population and individual veterinary care of companion (including cats, dogs and birds) and exotic animals.

**General Veterinary Practice:** multi-species and rural practice. Multi-species practice includes providing veterinary services to a wide range of companion and large animal species, most often in a rural or small town environment.

**Other:** if the area of your career interest in veterinary medicine is not listed please overwrite the “other” option in the drop down menu.

Please select the community type you lived in prior to your 18<sup>th</sup> birthday. This information **will not be** used in offering applicants interviews.

## Step 9: Academic Honours

Please include all scholarships, medals, and awards that you have received at the post-secondary level, including entrance awards and the date they were received.

## Step 10: Work Experience

Provide details of your most relevant work experiences (up to 5). These can include paid and unpaid positions. Indicate the name of your employer, start and end dates (leave end date blank if still employed), and a brief description of the nature of the work and your responsibilities. This description is limited to 250 words.

## Step 11: Extra-Curricular Activities

Please provide details of your most relevant extra-curricular activities (up to 5). Indicate the name of the organization, start and end dates (leave end date blank if still involved), and a brief description of your role and participation. This description is limited to 250 words.

## Step 12: Volunteer and Community Activities

Please provide your most relevant volunteer and community activities (up to 5). Indicate the name of the organization/community, start and end dates (leave end date blank if still involved), and a brief description of the volunteer or community-related activity. This description is limited to 250 words.

## Step 13: Program Specific Supporting Documents

This page lists the documents that are required to complete your application. You must provide the supporting documents (e.g. proof of residency) in order to complete your application, however, these documents CAN ONLY be uploaded to your Student Centre once the online application has been completed and submitted.

**It is your responsibility to ensure that all required documentation is received by the UCVM Admissions Office by the required due dates. Incomplete applications will not be considered.**

Please be aware that some versions of Internet Explorer do not fully support the web application or allow the user to upload documents into the Student Centre. Please consider using a different browser if this is an issue.

## Step 14: Review and Submit

Once you have completed the online application, carefully review all of the information for accuracy and completeness. Make edits if necessary, since once the application has been submitted, you cannot edit or change any of the information. If you are interested, you can print a summary of the submitted information for your records. Once you are satisfied with your application, press 'Submit'.

**\*\*You must submit your completed application before you can upload your proof of Alberta residency and declaration documents.**

## Step 15: Application Declaration & Payment

**15.1 Declaration of Applicant:** Print the Declaration of Applicant, and sign. Once it is completed, upload the Declaration Form through your Student Centre on the 'My U of C' tab of the UCVM website. This Declaration Form is due in your Student Centre on or before November 27, 2020.

The link to the form is: <https://vet.ucalgary.ca/sites/default/files/teams/1/Declaration%20of%20Applicant%20-%202020-2021.pdf>

15.2 **Payment:** Applicants are required to submit a \$125 **non-refundable** application fee payment with each application. Credit Cards or money order will be accepted. Credit Cards are the preferred method of payment.

## **8. Interview Process**

Selection for an interview is based upon academic performance during undergraduate study. Applicants invited for interviews will be notified via email in mid-late February. Interviews will be conducted on **March 13, 2021** in Calgary. Applicants must attend the interviews at their own expense.

**March 2<sup>nd</sup>, 2021: CASPer Test – Applicants invited for an interview are required to write the CASPer test.**

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### About CASPer

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**Applicants required to write the CASPer test are responsible for:**

- a) **Registration at <https://takecasper.com/>**
- b) **Payment of the test - \$52.00 + G.S.T**
- c) **Signing up for the listed test date: Tuesday, March 2, 2021**

### **8.1 Multiple Mini-Interview (MMI) - CANCELLED**

The MMI is a standardized interview process that consists of a series of 10-minute mini-interview stations (usually 7 or 8), where applicants rotate from station to station. MMIs present situational scenarios that are designed to assess the applicant's understanding of the veterinary profession and non-academic attributes that reflect the goals and objectives of the UCVM DVM program and of the veterinary profession.

### **8.2 On-Site Essay - CANCELLED**

Applicants will be required to write a timed on-site essay on the day of their interview.

**You will only be required to provide reference letters if you are invited for an interview.** At that time, we will provide you with a link to access the current year's reference form. If you are asked to provide references, you will need to select **THREE (3)** referees. You may provide your referees with the link or with a hard copy of the reference form. Your referees must include an instructor at a post-secondary institution, a supervisor from a work/ volunteer setting, and a personal reference who is a non-relative. You are responsible for contacting your referees and obtaining their completed reference forms. **Ask each of your referees to complete their reference, print it off, place it in an**

envelope, and sign their signature over the sealed flap in order to ensure its confidentiality. Once you obtain the completed reference from each of your referees, place all three confidential references in a single envelope and mail it to the UCVM Admissions Office, postmarked on or before **April 9, 2021**.

## **9. Admission Selection Process**

*Process in the event MMI's can occur:*

The process that identifies the rank order by which applicants will be offered admission is based upon the following system:

- **GPA of last 4 full time undergraduate terms: 30%**
- **MMI Performance: 35%**
- **CASPer test results: 10%**
- **Essay Performance: 20%**
- **References: 5%**

*Process in the event MMI's are cancelled by the Public Health Authorities:*

In the event that applicants invited for an interview are asked to write the CASPer test. The process that identifies the rank order by which applicants will be offered admissions is based upon the following system (the Essay would be removed):

- **GPA of last four (4) full time undergraduate terms: 45%**
- **CASPer test results: 45%**
- **References: 10%**

## **10. Deferrals**

Applicants who are offered admission to the DVM program but wish to apply for a deferral must make this request in a letter to the Dean, c/o UCVM Admissions Office, within 15 days of the date at the top of their offer for Admission to the DVM program. Their letter must clearly explain the reason for the deferral request. Deferrals may be considered for academic and/or non-academic reasons and will normally only be for one year. It is at the sole discretion of the Dean to grant or deny a deferral request.

## **11. Disability Policy**

Physical and learning disabilities must not prevent the applicant, upon graduation, from demonstrating competency in the skills and procedures expected of an individual who has completed a DVM degree in an accredited institution. If you have questions about this requirement, please contact the UCVM Admissions Office.

## **12. Application Irregularities**

Failure to comply with the admissions requirements and deadlines will result in the denial of admission.

Discovery that any information is false or misleading, or that any material information has been concealed or withheld will invalidate an application and will result in its immediate rejection or in the revocation and cancellation of an offer of admission and/or registration if the applicant has been admitted.

Additionally, you should be aware that submitting forged documents is an offence under the Criminal Code of Canada, and that universities may take appropriate action against such cases. For the purpose of university admission, the withholding of information will be deemed fraudulent.

### **13. Areas of Concern**

Areas of concern is a general category that includes issues identified by MMI assessors, file reviewers, or members of the Admissions committee when interacting with the applicant or the applicant’s file, that may demonstrate evidence of characteristics inconsistent with the goals and standards of a veterinary student at UCVM. These issues can be flagged at any time in the application process. Once an issue is flagged, the Admissions committee may review the entire application. The Admissions committee will decide whether to terminate the application, assign a score of zero to that component of the application, or allow the application to proceed without prejudice.

### **14. Correspondence with applicant**

**The UCVM Admissions Office will only correspond with you, the applicant.** In order to maintain your privacy and ensure consistency in the admissions process, we will not discuss your application at any time with a spouse, parent, co-worker, etc. Make sure that your current contact information is kept up-to-date in your Student Centre in the event that we need to contact you.

### **15. GPA Conversion Scale**

Grades **MUST BE** entered into the application using a 4.0 scale. Grades reported on transcripts using a different scale must first be converted to a 4.0 scale using the table below.

In some cases, institutions report more than one form of the grade on the transcript (e.g. percent AND the institution’s related-letter grade). If this is the case, convert the percentage grade (not the institution’s other grade) to the 4.0 scale and enter this value on the application form.

IB	AP	9 Point	Percent	U of C Letter grade	U of C 4.0 scale
			97 – 100	A+	4.0
6 – 7	5	9	90 – 96	A	4.0
	4	8	85 – 89	A-	3.7
5		7	80 – 84	B+	3.3
4	3		75 – 79	B	3
		6	70 – 74	B-	2.7
3			67 – 69	C+	2.3
		5	63 – 66	C	2
			60 – 62	C-	1.7
		4	55 – 59	D+	1.3
			50 – 54	D	1
1 – 2	1 - 2	1 – 3	0 – 49	F	0